

HAMILTON COUNTY AIRPORT AUTHORITY
MARCH 1, 2007

The Hamilton County Airport Authority met on Thursday, March 1, 2007 in the Commissioners Courtroom in the Hamilton County Government and Judicial Center, One Hamilton County Square, Noblesville, Indiana.

Work Session

The Board met in Conference Room 1A for a work session. A quorum was present of Don Silvey, Tom Kapostasy, Tim Tolson, Allyn Beaver and Ted Moran. Also present were Marc Applegate, Brad Beaver, Dan Montgomery, Mike Evans, Darren Murphy and Kim Rauch

Brad Beaver led a discussion of future funding needs for Indianapolis Executive Airport.

Beaver stated until April or May the Hamilton County Council will not be making any additional appropriations from the county general fund because the State has not approved the 2007 county budget.

We are down on anticipated income from airport operations. Beaver asked that the Board look in 2007 to see what it is going to do with anticipated funding of \$200,000 from the Thompson TIF. Kim Rauch informed the Board that there will be no TIF funding in 2007 for the airport. Beaver suggested holding on the Master Plan, income is down there is no additional anticipated FAA money coming in. Silvey stated there are other FAA funds that we are going to apply for but we don't know if we will receive them. Beaver stated he is not against the Master Planning but when he looks at the funding needed for 2007 he recommends holding on the Master Plan. Silvey stated we need the Master Plan in order to receive future FAA funding. Beaver asked if the matching funds for the CIP are set aside? Preparing the CIP is part of Woolpert's services.

Beaver stated if someone walked in today and asked to build a corporate hanger, do we have any spots for them? Kapostasy stated we have two (2) secondary sites that Dan Montgomery would have to pass on to give them up. Beaver confirmed that in order to construct a corporate hanger we need a site for the hanger, a ramp and a sewer plant? Beaver stated he understands that Woolpert is not doing any work on the mound system. Silvey stated the mound system has been put on hold. Beaver confirmed with the Board that there are no additional funds from the FAA coming in 2007? Kapostasy confirmed that is correct. Beaver recommended that due to not receiving any TIF money and FAA funding in 2007 we need to hold firm and continue on our path to protect the airport. As far as capital spending, there are people wanting to build hangers. We need to be ready to build a hanger. Are we closer to allowing anything like that to happen and would it help our cash flow situation? Dan Montgomery stated it would help our fuel flowage. Silvey stated until we do the technical end of the Master Plan we are no closer than deciding where we are going to put a building. Mike Evans stated through an engineering perspective we were informed we would not receive any more construction permits until there was an approved drainage plan, which we are within a couple of weeks of having that accomplished. Kapostasy stated if it came to matching funds for a capital project, we could find funds for that. For the local projects we do not have funding and the roadblock is that we need the Master Plan to be done to make sure we do it right. If we have an opportunity we have two sites that we could build on. In terms of land acquisition, now Boone County is enforcing the quarter mile setback which helps with the concerns of residential building. The Master Plan is in a critical path, if we can keep pushing the FAA there is a chance in September or October that we could get some funding. We have not gone through any formal planning in 20 years and we have an

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obligation to get this done for everybody. Small capital maintenance is estimated at \$250,000 a year for the next four to five years until we get these items caught up, we don't have a funding source. Operations – fuel sales are down, we broke even but it was tough. Emergency items – we can go to the FAA for an emergency request but we may or may not receive any emergency funding. In terms of what is essential to operating the airport, there is equipment that needs to be repaired to run the airport. Beaver recommended the Board keep \$200,000 for emergency repairs. Beaver encouraged the Board to do the best they can with the drawing they have to find a couple of spots for corporate hanger construction. Beaver asked what is the dollar amount that the Board will be asking for in 2007? Silvey stated he would like to wait another month to determine that amount. Kapostasy stated he believes the Board agrees that these maintenance items are more important than the Master Plan at this point, we need to run the airport before we improve it.

Ted Moran asked if the county budget will now cover maintenance items? Any other department in the county does not have to come up with the funds first. Beaver stated there are departments that are in place by statute; we don't have to have the airport authority. The county is not under State statute to own an airport. The airport gets what it has to have from the county. When you have a list for maintenance items he will work with the Board to approach the Council for additional funding. Silvey stated at the time we started receiving TIF money we had \$300,000 appropriated in the county budget, is there any chance of getting that or any part of that? Beaver stated in the beginning there were discussions by the council of how we should go forward. There were certain ideas we operated under when we purchased the airport, one of which was that over time we would get our money back. The other council members are still operating under that premise. You can not start operating under another thought pattern.

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Public Session [6:44:53]

President Silvey called the public session to order. Secretary Rauch called Roll and declared a quorum present of Allyn Beaver, Tom Kapostasy, Ted Moran, Don Silvey, and Tim Tolson. Boone County Advisory Board Member Marc Applegate was in attendance.

Approval of Minutes

Kapostasy motioned to approve the minutes of February 1, 2007. Tolson seconded. Motion carried unanimously.

President's Report

Silvey stated we are working on a capital improvements plan for short term and long term needs.

Committee Reports

Community and Public Relations Committee

Tolson stated he has met with Tailored Tactics and we still have grant money available for marketing from the Hamilton County Convention and Visitors Bureau (HCCVB). Tolson presented a letter from Tailored Tactics outlining what services and costs they could provide to complete the marketing grant. Tolson asked Rauch to copy the marketing plan for Allyn Beaver.

Finance Committee, Planning and Administration Committee

Kapostasy stated they were unable to meet with Andrea Montgomery on the finances and budget. They will try to meet with her during the upcoming month.

Indianapolis Executive Airport Report

Marketing

Andrea Montgomery asked to meet with Tolson regarding Tailored Tactics proposal. We have a contract with Willow Marketing to market the airport.

Spin Web is still working on the press release section of the web site.

A. Montgomery is still exploring options for re-printing of the airport brochure. She has requested the final brochure in PDF format from Tailored Tactics. Montgomery will be exploring options for printing to get the best prices possible.

Emergency Preparedness

A preliminary emergency preparedness plan has been put together and is being refined.

A. Montgomery asked if there is a committee the Board would like her to work with?

Silvey asked her to bring the information to the President and he will present it to the Board.

50th Birthday Party

The airport's 50th Birthday Party will be June 16, 2007 from 10:00 a.m. to 4:00 p.m. The proceeds will benefit the Indiana Down Syndrome Foundation. A. Montgomery would like to meet with the Marketing Committee to keep them informed about the party. They expect 700 to 1,000 people to attend.

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Assistance is needed with expenses for the birthday party. There is no money available in the county's Community Relations line item; there is \$3,000 available in the marketing line item. They are concentrating on donations but there are some expenses that will be incurred. Kapostasy asked how many people will be coming in from outside of Hamilton County? A. Montgomery stated probably half. Kapostasy asked Tolson to look if this is something we could ask for funding from the HCCVB.

Fall AAI Conference

The Fall AAI Conference is in Plymouth, Indiana at the Swan Lake Resort October 9-12, 2007.

Marketing

A. Montgomery has been meeting with Mr. Jack Boston and Mr. Ray Rice regarding in-house marketing. Those meetings will be tabled in order to focus on the birthday party and Commemorative Air Force breakfast.

Willow Marketing

Willow Marketing is drafting a letter to send to national perspective users of the airport. We have received the media packet for the Professional Pilots Magazine, with a circulation of 38,000 worldwide. The cost of the advertising is over a 12 month period and is extremely high. They will revisit that in the 2008 budget.

Snow Removal

Indianapolis Executive Airport remained open during the snow storm. Dan Montgomery stated he bought a new snow plow the week before the snow storm. He had three (3) snow plows, two (2) pick-up trucks, a small 45 ton dump truck and a farm tractor with a snow plow. They ran the plows 24/7 to keep the airport open.

Silvey stated he has contacted the Hamilton County Highway Department and they will have a pick-up with a snow blade for the airport in October. We will keep trying for a bigger truck.

Rule 6

D. Montgomery stated he will need help from Woolpert in writing the Rule 6 manual.

Commemorative Air Force

Carl Winkler stated the Commemorative's Air Force Valentine's Dance went well. 160 people attended.

Indianapolis Terry Airport.com Web Site

Winkler stated the airport has a web site Indianapolis Terry Airport.com which has historical information on the airport prior to Hamilton County's acquisition of the airport. That domain hosting is coming due and Winkler asked the Board to look at that web site to see if they would want an archive set up to hold that web site.

Indianapolis Executive Airport.com

Winkler stated he has uploaded an article to the web page via SpinWeb but we have not been able to get it to show up on the page so it can be accessed. He has spoken with someone at SpinWeb and hopefully it will be corrected soon.

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Woolpert Engineering Report

Proposed FAA Reauthorization

Mr. Mike Evans updated the Board on proposed FAA Reauthorization. There are no firm numbers or plan. The House has passed their version, the Senate has not released their version. When it is released it will go to the joint conference committee and then presented to the President. Woolpert has received a proposed funding outline from the FAA. It is likely to be a tiered system primarily based on the aircraft recorded on the official FAA web site. Evans encouraged the Board get to 100 based aircraft as soon as possible. Evans stated they do not know when the money will start flowing, they are operating under a continuing resolution. Woolpert estimates receiving the money to close out AIP-12 and reimbursement for AIP-13 in May or June 2007. Woolpert is meeting with the district engineer on March 7 and a Board representative is invited to attend. Silvey will attend for the Board.

AIP-12

Evans stated they expect the final paperwork to close AIP-12 to be presented at the April meeting. Woolpert estimates there is \$5,000 to \$10,000 of FAA grant funds remaining if the 15% grant amendment is enforced.

Master Drainage Study

Evans stated the Master Drainage Study is part of the AIP-12 Grant. Woolpert has received the final comments from Christopher Burke. The drainage study is scheduled for the Boone County Drainage Review Board at their March meeting, a representative from Woolpert will be in attendance. We do not anticipate any problems. As of January 11, 2007 there are \$3,975.00 in review fees from Christopher Burke. Final costs are not expected to exceed \$5,000.00. The Board previously authorized Woolpert to expend \$7,000. Silvey asked if this is part of the delay for closing out AIP-12? Evans stated that is part of the delay. Even if we had the final billing the FAA has not moved to extend the grant and until that happens the grant can not be closed out.

RSA Construction

Evans stated the RSA (Runway Safety Area) construction is nearly complete. The Board has approved a partial release of the retainage for Gradex. We are waiting for the weather to clear up to complete the work. Evans requested approval to authorize payment of the additional portion of the retainage in the amount of \$26,379.40 which will leave \$8,100 remaining. Kapostasy motioned to approve the releasing of the additional retainage in the amount of \$26,379.40 for Gradex under AIP-12. A. Beaver seconded. Motion carried unanimously.

Glideslope Relocation

Evans stated Ms. Lyman is expediting Form 7460 in order to release the FCC application for the Glideslope relocation. All of the design work is complete.

The 405 Survey has been completed and fully submitted to the FAA.

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AIP-13

Parallel Taxiway

Evans stated the Parallel Taxiway project is on hold due to the weather. Woolpert is negotiating the start-up dates with the contractors.

Division A - Grading (Poindexter)

Work remaining - final grading, seeding and Rip-Rap

Division B – Paving (Shelly & Sands)

Base work has been completed.

Work remaining – surface asphalt, fine grading, seeding and painting

Division C – Electrical (Michiana)

All work that was transferred from the Division A Bid Package have been completed.

They are waiting for owner approval to proceed with any work.

Change orders are being negotiated and they will be presented at the April meeting.

Master Plan

Evans stated due to the conversation during the work session Woolpert will stand down on the Master Plan.

Evans requested approval of the following invoices:

Poindexter - \$14,810.00

Woolpert - \$13,040.00 (405 Survey & Residential)

Woolpert - \$7,821.20 (Master Plan)

Tolson motioned to approve payment of the invoices. Moran seconded. Motion carried unanimously.

Local Projects

Rule 6

Evans stated Woolpert has sent additional information to D. Montgomery for Rule 6 and Woolpert will assist Montgomery on the booklet. Silvey asked what the costs will be?

Evans stated there is an invoice in the amount of \$3,625.00 which will be presented later. It will be amended to include any additional work. Silvey asked that the invoice be presented at the next meeting along with an estimate of what it will take to complete the rest of this project.

General Services

Woolpert is updating the zoning map to include the 500' Flight Elevations around the airport and it should be completed within the week. Moran asked if there is allowance being made for the approaches? Evans stated he will check on it.

Apron and Taxiway Construction

Evans stated the winter weather has caused a heave in a portion of the concrete apron for the corporate hanger. They have informed Hunt Paving of the problem and will be meeting with them to discuss it. The work is under warranty.

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Small Capital Improvements

Silvey stated Woolpert has prepared a small capital improvement needs list and asked the Board to review it and be prepared to discuss it at the next meeting. The list includes electronics for the localizer. D. Montgomery has been asked to put together a letter regarding the current status of the localizer so it can be forwarded to the FAA by Woolpert to request emergency funding for the localizer. Kapostasy motioned to approve Silvey's signature and application to the FAA for emergency funding to secure replacement of the localizer. A. Beaver seconded. Motion carried unanimously.

Old Business

Zoning Ordinance

Kapostasy motioned to request legal counsel to prepare for board consideration at its April meeting a draft ordinance per IC 8-22-3-14 creating a restricted zone adjacent to the north and south boundaries of Indianapolis Executive Airport such that no building or other structure can be erected that would interfere with the descent of an aircraft at an approach angle necessary for safe landing under the usual types of operations taking place there. Moran seconded. Motion carried unanimously.

Silvey stated he believes State statute already provides this but it also allows us to pass this ordinance. A person could not build a building today, with or without this ordinance. Kapostasy stated the restrictive zoning that can be done locally can be done slightly more restrictive than the State statute does. Darren Murphy stated if this regulation is passed it would prevail over State statute.

Secretary's Report

Rauch reminded the Board that their April meeting is April 12th (second Thursday of the month).

New Business

Union Township Trustee

Ms. Candace Ulmer, Union Township Trustee (Boone County) introduced herself to the Board. Ulmer asked if she could get a copy of the airport's master plan. Ulmer stated she looks at the airport as an asset not a liability. Ulmer asked if there are any marketing tools that include facts and figures be sent to her to share with her board and township residents. Ulmer stated she is on a pro-active plan to work with Hamilton County. They are updating the Union Township Master Plan and would like to include the airport's overlay with their master plan. Silvey stated the airport's Master Plan is not complete.

Aviation Association of Indiana Economic Impact Report

A. Montgomery stated the Aviation Association of Indiana Economic Impact Report is being sent out. A. Montgomery will distribute copies when she receives them. A. Montgomery asked if she could share the master plan information that we have received to date? The Board agreed that Montgomery can share the information.

Tolson motioned to adjourn. Kapostasy seconded. Motion carried unanimously.

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Present

Allyn Beaver
Tom Kapostasy
Ted Moran
Don Silvey
Tim Tolson
Brad Beaver
Darren Murphy
Kim Rauch
Mike Evans
Andrea Montgomery
Dan Montgomery
Carl Winkler
Ray Rice
Ramon VanSickle
Candace Ulmer
Kenzu Tonn
Jennifer Miller
Kathy Mayer
Warren White
Jessica Miller
Scott Siegel
Kelsey Speed

Approved

Don Silvey, President

Date _____

Attest

Kim Rauch, Secretary

Date _____